



**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS
AUDIT EXAMINATION OF THE
UNION COUNTY
SHERIFF'S SETTLEMENT - 2000 TAXES**

May 22, 2001

**EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS
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EXECUTIVE SUMMARY

AUDIT EXAMINATION OF THE
SHERIFF'S SETTLEMENT - 2000 TAXES

May 22, 2001

The Auditor of Public Accounts has completed the audit of the Sheriff's Settlement - 2000 Taxes for Union County Sheriff as of May 22, 2001. We have issued an unqualified opinion on the financial statements taken as a whole. Based upon the audit work performed, the financial statements are presented fairly in all material respects.

Financial Condition:

Sheriff collected net taxes of \$4,026,002 for the districts for 2000 taxes. Sheriff distributed taxes of \$4,021,554 to the districts for 2000 Taxes. Refunds of \$52 are due to the Sheriff from the taxing districts.

Debt Obligations:

None.

Report Comments:

None.

Deposits:

The sheriff's deposits were insured and collateralized by bank securities or bonds.

Subsequent Event:

None.

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EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky

Honorable Paul E. Patton, Governor
T. Kevin Flanery, Secretary
Finance and Administration Cabinet
Dana Mayton, Secretary, Revenue Cabinet
Honorable Larry Joe Jenkins, Union County Judge/Executive
Honorable James R. Girtten, Union County Sheriff
Members of the Union County Fiscal Court

Independent Auditor's Report

We have audited the Union County Sheriff's Settlement - 2000 Taxes as of May 22, 2001. This tax settlement is the responsibility of the Union County Sheriff. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, the standards applicable to financial statement audits contained in the Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Sheriff prepares his financial statement on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the Union County Sheriff's taxes charged, credited, and paid as of May 22, 2001, in conformity with the basis of accounting described in the preceding paragraph.

To the People of Kentucky

Honorable Paul E. Patton, Governor

T. Kevin Flanery, Secretary

Finance and Administration Cabinet

Dana Mayton, Secretary, Revenue Cabinet

Honorable Larry Joe Jenkins, Union County Judge/Executive

Honorable James R. Girtten, Union County Sheriff

Members of the Union County Fiscal Court

In accordance with Government Auditing Standards, we have also issued our report dated July 31, 2001, on our consideration of the Sheriff's internal control over financial reporting and on our test of his compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a stylized flourish at the end.

Edward B. Hatchett, Jr.

Auditor of Public Accounts

Audit fieldwork completed -
July 31, 2001

UNION COUNTY
JAMES R. GIRTEN, SHERIFF
SHERIFF'S SETTLEMENT - 2000 TAXES

May 22, 2001

<u>Charges</u>	<u>County Taxes</u>	<u>Special Taxing Districts</u>	<u>School Taxes</u>	<u>State Taxes</u>
Real Estate	\$ 357,595	\$ 335,479	\$ 1,468,570	\$ 489,720
Tangible Personal Property	123,913	99,350	505,717	381,286
Intangible Personal Property				143,017
Fire Protection	237			
Increased Through Erroneous Assessments	58	44	240	80
Franchise Corporation	46,172	38,159	188,726	
Distilled Spirits Taxes				
Additional Billings	112	85	459	153
Unmined Coal - 1999 Taxes	9,702	7,157	38,442	13,546
Unmined Coal - 2000 Taxes	5,035	3,813	20,678	6,893
Oil/Gas Property Taxes	13,044	9,878	53,569	17,856
Bank Franchises	43,644			
Penalties	3,386	2,818	13,871	5,425
Adjusted to Sheriff's Receipt	(1,002)	(174)	(944)	(315)
Gross Chargeable to Sheriff	<u>\$ 601,896</u>	<u>\$ 496,609</u>	<u>\$ 2,289,328</u>	<u>\$ 1,057,661</u>
<u>Credits</u>				
Exonerations	\$ 895	\$ 692	\$ 3,675	\$ 101,383
Discounts	9,075	7,408	33,651	15,885
Delinquents:				
Real Estate	8,954	7,060	36,770	12,212
Tangible Personal Property	181	146	743	518
Intangible Personal Property				178
Unmined Coal - 1999 Taxes	432	319	1,710	602
Unmined Coal - 2000 Taxes	480	364	1,974	658
Total Credits	<u>\$ 20,017</u>	<u>\$ 15,989</u>	<u>\$ 78,523</u>	<u>\$ 131,436</u>
Net Tax Yield	\$ 581,879	\$ 480,620	\$ 2,210,805	\$ 926,225
Less: Commissions *	25,017	20,426	88,432	39,652
Net Taxes Due	\$ 556,862	\$ 460,194	\$ 2,122,373	\$ 886,573
Taxes Paid	556,237	459,764	2,119,847	885,706
Refunds (Current and Prior Year)	629	469	2,532	870
(Refunds Due Sheriff)		**		
as of Completion of Fieldwork	<u>\$ (4)</u>	<u>\$ (39)</u>	<u>\$ (6)</u>	<u>\$ (3)</u>

and ** See Page 4

UNION COUNTY
JAMES R. GIRTEN, SHERIFF
SHERIFF'S SETTLEMENT - 2000 TAXES
May 22, 2001
(Continued)

* Commissions:

10% on	\$	10,000
4.25% on	\$	1,978,724
4% on	\$	2,210,805

** Special Taxing Districts:

Library District	\$	(4)
Health District		(32)
Extension District		<u>(3)</u>
Refund Due Sheriff	\$	<u><u>(39)</u></u>

The accompanying notes are an integral part of the financial statement.

UNION COUNTY
NOTES TO FINANCIAL STATEMENT

May 22, 2001

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a modified cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met, and as of May 22, 2001, the Sheriff's deposits were fully insured or collateralized at a 100% level with collateral of pledged securities held by the Sheriff's agent in the Sheriff's name.

UNION COUNTY
NOTES TO FINANCIAL STATEMENT
May 22, 2001
(Continued)

Note 3. Tax Collection Period

A. Property Taxes

The real and personal property tax assessments were levied as of January 1, 2000. Property taxes were billed to finance governmental services for the year ended June 30, 2001. Liens are effective when the tax bills become delinquent. The collection period for these assessments was October 12, 2000 through April 4, 2001.

B. Unmined Coal Taxes-1999

The tangible property tax assessments were levied as of January 1, 1999. Property taxes are billed to finance governmental services. Liens are effective when the tax bills become delinquent. The collection period for these assessments was February 21, 2000 through July 28, 2000.

C. Unmined Coal Taxes-2000

The tangible property tax assessments were levied as of January 1, 2000. Property taxes are billed to finance governmental services. Liens are effective when the tax bills become delinquent. The collection period for these assessments was November 22, 2000 through March 30, 2001.

Note 4. Interest Income

The Union County Sheriff earned \$3,695 as interest income on 2000 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Note 5. Sheriff's 10% Add-On Fee

The Union County Sheriff collected \$14,526 of 10% add-on fees allowed by KRS 134.430(3). This amount will be used to operate the Sheriff's office.

Note 6. Advertising Costs And Fees

The Union County Sheriff collected \$845 of advertising costs and \$2,885 of advertising fees allowed by KRS 424.330(1) and KRS 134.440(2). The Sheriff distributed the advertising costs to the county as required by statute, and the advertising fees will be used to operate the Sheriff's office.

REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



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Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards

We have audited the Union County Sheriff's Settlement - 2000 Taxes as of May 22, 2001, and have issued our report thereon dated July 31, 2001. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Union County Sheriff's Settlement - 2000 Taxes as of May 22, 2001 is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Union County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards
(Continued)

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than the specified party.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a stylized flourish at the end.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
July 31, 2001

